



2010

JOINT SUBCOMMITTEE OF THE
METROPOLITAN HOUSING COMMISSION
AND THE PIMA COUNTY HOUSING COMMISSION
MONDAY, MARCH 15, 2010, AT 1:00 PM

LEGAL ACTION REPORT

Affordable Housing Issue Resolution

- I. Introductions/Roll Call
Meeting was called to order at 1:15 PM and introductions were made
- II. Brief Statement of “What Do You Want to Improve with Affordable Housing Development Process?”
Carmine DeBonis requested comment/statements from the Community Housing and Development Organization (CHDO) that were in attendance.
- III. High Level Mapping of the current Process of Development for Affordable Housing (45 minutes)
In put from the CHDO, Pima County and City staff in attendance on the various steps that these agencies go through to facilitate affordable housing projects. Tracey Gutheim from Pima County Development Services prepared a flow chart of all these steps and also included barriers or issues that the CHDO discussed on the regulatory barriers and the streamlining of these issues.
- IV. Define and Analyze Issues:
 - a. Brainstorm the various issues with current process for development of affordable housing
Some of the issues that came up by the CHDO are that time is of essence. They would like to see the integration of the various departments that are involved and that there should be some kind of agreement by all departments on the process. Their goals are to be able to show fund designation, on time and on budget and for it to benefit the community. Other issues that members of the CHDO’s brought up are all the fees that have to be paid, for example, impact fees, permit fees, water equity fees. Maybe an issue for discussion would be fee waivers.
 - b. For each category, determine root cause of some of those issues
Discussion was held. Various issues brought up; quality of civil engineer, improving inconsistency, inconsistency with inspectors, do agencies know

where to go, assign line-staff, infrastructure, ability to coordinate all inspection.

- V. Prioritize against the “What Do you Want to Improve” list and narrow down to the top three issues

See item VI.

- VI. Brainstorm solutions against the top three issues and root causes.

The top four issues to address are:

- 1. Minimize inconsistency between plan review and inspection. Honor the review comments.**
- 2. Improve the across-department communication (includes all County agencies and City departments)**
- 3. Checklists/toolkit for developers/agencies. Contact list with department and utilities. Issue a resolution.**
- 4. Pre-Application meetings regarding viability of project (includes community and development services) through existing CDRC and SDRC forums. Invite Utilities to the table at this point.**

Indicators of Success:

- 1. Project cycle times**
- 2. Reduced complaints**
- 3. Customer survey**

- VII. Assign for Implementation, Establish Deadlines, Create Evaluation or Measurement Tool for Effectiveness

Carmine DeBonis and Tracey Gutheim will get final comments to attendees and request their input and response back. When response is received the City of Tucson Planning and Development Services and Housing and Community Department will meet with the Pima County Development Services and Community Services to (Carmine DeBonis, Ernie Duarte, Betty Villegas, Albert Elias) will meet and discuss the results and prepare a final Memorandum back to the Joint Subcommittee of the MHC and Pima County Housing Commission by April. The Joint Subcommittee will present to their full Housing Commissions.

- VIII. Future Agenda Items

This item was not addressed

- IX. Call to the Audience

No requests were received.

- X. Adjournment

Meeting was adjourned at 4:00 PM